MONTANA DEPARTMENT OF PUBLIC HEALTH & HUMAN SERVICES

Quality Assurance Division – Licensure Bureau
2401 Colonial Drive, PO Box 202953
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APPLICATION FOR MONTANA STATE HEALTH CARE FACILITY/SERVICE LICENSE
ADULT DAY CARE LICENSE APPLICATION

Initial Application ☐ **Renewal Application** ☐

Facility Name: _____

Facility Address: _____ PO Box _____

City: _____ State/Zip: _____

Facility Telephone Number: _____ FAX: _____

Facility E-mail/Web page Address : _____

Name of Applicant: _____

Applicant Address: _____ City: _____ State/Zip: _____

Applicant (or contact) e-mail address: _____

Name of Administrator: _____

Administrator Address: _____ State/Zip: _____

Administrator e-mail: _____

Number of clients served / licensed for: _____

Hours of Operation: _____

Will this be a freestanding facility? **YES** ☐ **NO** ☐

If No, what facility is the Adult Day Care connected to:

Facility Name: _____

Facility Address: _____ PO Box: _____

City: _____ Zip: _____ County: _____

Facility Telephone Number: _____ FAX: _____

Facility E-mail/Web page Address: _____

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Operating Organization

Information on ownership, contract or lease agreement if operated by a person other than the owner:

☐ **If a partnership, firm or association. List every member thereof.**
☐ **If a corporation. List the name and address thereof and the names of its officers**.
☐ **State Affiliated Organization**

NAME ADDRESS

_____
_____
_____
_____
_____

I certify that all information submitted to DPHHS is true and correct. This Application for license for an Adult Day Care is hereby submitted under the provision of Section 50-5-101 through 50-5-208.

SIGNED: _____

DATE: _____

TITLE: _____

ADDRESS: _____ CITY: _____ STATE/ZIP: _____

Enclose a check, money order or draft made payable to the Department of Public Health & Human Services to cover the license fee. The fee is determined as follows:

(a) facilities with 20 or less = $20.00
(b) facilities with 21 clients / beds or more = $1.00 per client / bed.

This fee will be deposited in the State Treasury and is non-refundable.